



**NEW LOOK
COMING SOON!**

Office of the State Superintendent of Education

OSSE LEA LOOK-FORWARD: September 12, 2013—September 19, 2013

Key Events, Announcements, Updates and Deadlines

Enrollment Audit

FINAL NOTICE! Register Now for the 2013 Quality Data for Accurate Funding Webinar, September 16 – 17

OSSE is pleased to offer LEAs a new quality data for accurate funding training for the 2013 enrollment audit. During the webinar, we will review the data expectations, guide users through the process of accessing their data, and demonstrate how to edit the data elements that require user entry. Finally, we will discuss the steps users should take to resolve data discrepancies. Please register for one (1) of the two (2) sessions by clicking on the links below:

- [Monday, September 16 from 11:00 a.m. – 12:00 p.m.](#)
- [Tuesday, September 17 from 11:00 a.m. – 12:00 p.m.](#)

REMINDER! Enrollment Audit Student Residency Prevention Hotline

OSSE strongly encourages school-based staff, District residents, and families to report information regarding any non-resident student receiving District-funded public education free of charge. This information can be reported to the Student Residency Fraud Prevention Hotline at (202) 727-7224. This is a confidential tip hotline. Caller identification is anonymous. Please post the attached [flier](#) in your school's student registration office.

Division of Early Learning

REMINDER! Kindergarten Teachers, Register for a KEA Pilot Two-Day Training and Receive an iPad Mini

OSSE invites kindergarten classroom teachers to participate in a pilot of a kindergarten-entry assessment – Teaching Strategies GOLD. This pilot will inform the needs of teachers and schools regarding the potential use of an observation-based assessment to measure kindergarten readiness. OSSE can accommodate up to 72 teachers from both DCPS and DCPCS. Teachers will be required to participate in two-day training and will receive an iPad mini to support the administration of the assessment. Teachers will also be required to participate in an evaluation of the pilot. Please see the training schedule below. For more information, please contact [Mahlet Getachew](#). Registration is required.

To register for a training session, please go to <http://keatraining.eventbrite.com/>.

KEA TRAINING DATE	REGISTRATION DEADLINE	TIME	LOCATION	DATA REPORTING DATE TO OSSE
September 14–15	Thursday, Sept. 12	9:00 a.m. – 4:00 p.m.	Gestalt Partners, LLC 1325 G St NW, #1020 Washington (20005)	All schools must submit KEA data for all participating students to OSSE by October 31, 2013.
September 21–22	Thursday, Sept. 19	9:00 a.m. – 4:00 p.m.	(Metro Center)	





Division of Elementary & Secondary Education

REMINDER! Federal Fiscal Year 2013 Consolidated Application Guidebook Now Available

OSSE is pleased to announce the release of the *Federal Fiscal Year 2013 Consolidated Application Guidebook*, a resource developed to provide LEAs with guidance on completing the Federal Fiscal Year 2013 Consolidated Application. The guidebook contains a collection of individual technical assistance documents for critical sections of the application. This step-by-step guide gives each LEA the ability to access specific parts of the Federal Fiscal Year 2013 Consolidated Application as needed without reviewing the entire Phase II instructions document.

The guidebook provides (1) each program's purpose, (2) each program's eligibility, (3) step by step instructions on how to complete the section, and (4) associated links for further guidance specific to the covered programs. Please visit <http://osse.dc.gov/node/618142> to access the resource. For any questions or comments, please contact [Robin Bessler](#).

REMINDER! Request for Applications for the FY 2013 Charter Schools Program Dissemination Grant

OSSE is pleased to issue the Request for Applications for the FY 2013 Charter Schools Program Dissemination Grant. A total of \$348,235 will be made available to Charter School LEAs to assist other schools in adapting the public charter school's program (or certain aspects of public charter school's program), or to disseminate information about the public charter school through activities such as:

- Assisting other individuals with planning and start-up of one or more new public schools, including charter schools, that are independent of the assisting charter school and the assisting charter school's developers, and that agree to be held to at least as high a level of accountability as the assisting charter school;
- Developing partnerships with other public schools, including charter schools, designed to improve student academic achievement in each of the schools participating within the partnership;
- Developing curriculum materials, assessments, and other materials that promote increased student achievement, and are based on successful practices within assisting charter school; and
- Conducting evaluations and developing materials that document the successful practices of the assisting charter school and that are designed to improve student performance in other schools.

Please visit <http://osse.dc.gov/service/charter-schools-program-dissemination-grant-title-v-part-b-fy-2013> to access the RFA. Applications should be submitted by 5:00 p.m. on Friday, September 20. If you have any questions regarding this opportunity, please contact [John Savage](#).

REMINDER! FFY 2013 Consolidated Application Status

ELSEC's grants management team will provide weekly status updates to LEAs in reference to their FFY 2013 Consolidated Applications. ELSEC allocated Title I, Title II, and Title III funds to 54 LEAs, of which 29 LEAs have submitted Phase II applications. Please click on the link to view the current [Consolidated Application Status Report](#).





Division of Elementary & Secondary Education (Continued)

REMINDER! Complaint Procedures for Elementary and Secondary Education Act Programs and Grants

OSSE has a formal policy for receiving and addressing state-level complaints related to ESEA programs for sub-recipients of funding made available under the Elementary and Secondary Education Act of 1965, as amended (ESEA). The procedure described in this policy applies to complaints arising from and related to ESEA program administration, sub-grantee administration, equitable services and ESEA accountability classifications. Detailed guidance is available on the OSSE website located [here](#).

For more information on filing a complaint or appealing an LEA decision regarding the provision of educational services to homeless students and parents under McKinney-Vento, please refer to the policies on OSSE's [Homeless Children and Youth Program](#) webpage under the Division of Elementary and Secondary Education.

For more information on filing a complaint regarding the provision of specialized education services to disabled students under IDEA, please refer to the policies under OSSE's [Division of Specialized Education](#) webpage. Please share this information with your program staff and participants.

REMINDER! Submit Your Nominations for the 2014 District of Columbia Teacher of the Year

OSSE is requesting nominations for the 2014 District of Columbia Teacher of the Year. This award recognizes and honors the many contributions of our classroom teachers. If you would like to nominate a teacher who has at least five (5) years of DC teaching experience, and has demonstrated outstanding leadership and commitment to student achievement, please submit the teacher's name and e-mail address to [Kadena Duncan-Lawrence](#). She will contact the teacher directly to inform her/him of your nomination and request an application submission.

The application is extensive, so please submit a nominee's name in a timely manner to provide the nominee with sufficient time to complete the application before the **Friday, September 20, 2013 deadline**. Self-nominations are also acceptable.

Please visit OSSE's [District of Columbia Teacher of the Year](#) webpage for the application. The winner of the DC Teacher of the Year will be included in the National Teacher of the Year competition. **By 5:00 p.m. on Friday, September 20, 2013**, application submissions must be e-mailed to kadena.duncan-lawrence@dc.gov, or hand-delivered (will need ID to enter the building) to:

Office of the State Superintendent of Education
Educator Licensure and Accreditation – DCTOY Program
810 First Street, N.E., 8th Floor
Washington, DC 20002





Division of Post-Secondary and Career Education

NEW! OSSE Scholars Application Now Available

OSSE Scholars provides high-achieving, academically motivated students who exhibit financial need with the opportunity to attend selective summer college programs at partner universities. This program offers early exposure to college-level academics, navigating a college environment, and, at certain universities, earning college credit. OSSE fully funds tuition, room and board, books, and transportation for selected students. In order to become eligible, students must:

- Be a District resident attending a District public or charter school
- Be a current sophomore or junior
- Have a GPA of at least 3.0
- Have demonstrated financial need
- Exhibit leadership and maturity through extracurricular and/or community involvement

For more information and the application, please visit <http://osse.dc.gov/service/osse-scholars-summer-enrichment-program>. The application deadline is Friday, October 25. For questions or concerns, please contact [Jill Wohrle](#), or by phone at (202) 741-6415.

NEW! Dual Enrollment Funding Opportunity

The OSSE Dual Enrollment Fund provides support for unmet tuition, fee and book costs for high school students enrolled in postsecondary classes at District universities. OSSE can provide support and funding to schools looking to create new dual enrollment partnerships. If your school is interested in increasing the number of students who participate in dual enrollment, please contact [Jill Wohrle](#), or by phone at (202) 741-6415.

Division of Specialized Education

NEW! New LEA Support Model for 2013-2014

As announced via the LEA monthly data meeting on August 29, 2013, OSSE is transitioning to a new LEA support framework—the LEA Inquiry Team Model. This model is designed to provide LEAs with a "one-stop shop" for receiving support tailored to meet their needs. The Office of Data Management and the Division of Specialized Education are launching the model, which is intended to expand as other divisions join the effort.

In this model, staff from different practice areas will support an assigned group of LEAs. These teams are supported by a primary point of contact (POC), who, in consultation with a secondary POC, will route both data and practice/policy questions to pre-designated resources assigned to support specific LEAs via LEA "Inquiry Teams." This process is designed to ensure that LEAs receive timely and robust answers to their questions. The second function of the model is to proactively review data for LEAs to design targeted assistance that supports performance improvement.





Division of Specialized Education (Continued)

For example, if data shows that particular LEAs are experiencing challenges within an area of practice, OSSE may offer targeted technical assistance or link the LEAs to others that may be having success for consultative purposes. In addition, if questions on a particular topic are received in the OSSE Support Tool by more than one LEA, this will indicate a need for OSSE to create and post state-level guidance.

LEAs should use the new OSSE Support Tool, released on August 16, 2013, for all inquiries. While many LEA special education representatives have already received training on the use of this tool, OSSE will be providing additional guidance to other LEA personnel. Each LEA will be contacted by its designated POCs to provide further details regarding the model and will also be available to answer any questions LEAs may have at that time.

The Office of Data Management and Division of Specialized Education look forward to collaborating with LEAs to fine tune this new approach, which is intended to provide high quality support designed to meet LEA needs. If you have any questions, please do not hesitate to contact Jeffrey Noel, Director of Data Management by email at Jeffrey.Noel@dc.gov, or Amy Maisterra, Assistant Superintendent, Division of Specialized Education, by email at Amy.Maisterra@dc.gov.

REMINDER! Nonviolent Crisis Intervention – Training Opportunity

The Nonviolent Crisis Intervention training program, developed by Crisis Prevention Institute (CPI), is embraced worldwide as a highly effective behavior management system for organizations committed to providing quality care and services in a respectful, safe environment. The strategies taught in the Nonviolent Crisis Intervention training program provide stakeholders with a proven framework for decision-making and problem-solving to prevent, de-escalate, and safely respond to disruptive or assaultive behavior.

This training is a one-day training offered multiple times at OSSE, 810 First Street, NE, 3rd Floor Grand Hall Side B from 8:30 a.m. to 3:30 p.m. Please register for one (1) of the Nonviolent Crisis Intervention trainings at the following links:

- [Tuesday, September 24 - 8:30 a.m. - 3:30 p.m.](#)
- [Thursday, September 26 - 8:30 a.m. - 3:30 p.m.](#)
- [Monday, September 30 - 8:30 a.m. - 3:30 p.m.](#)
- [Wednesday, October 2 - 8:30 a.m. - 3:30 p.m.](#)

REMINDER! DSE Releases 2013 – 2014 LEA Calendar

DSE is pleased to release its 2013-2014 event calendar which is designed to provide LEAs with important information and resources. This calendar will be updated regularly throughout the year. To access the calendar, please visit <http://osse.dc.gov/publication/dse-lea-data-calendar>.





Division of Specialized Education (Continued)

FINAL NOTICE! Notice of Public Hearing – Proposed IDEA Child Count Rulemaking

The purpose of this proposed rule is to establish the requirement for all local educational agencies (“LEAs”) in the District of Columbia to annually count the number of children enrolled in the LEA who receive special education and related services in accordance with section 618 of the IDEA, on a date as determined by OSSE. The IDEA requires States to count and report the number of children with disabilities receiving special education and related services on any date between October 1 and December 1 of each year. This is known as the IDEA “child count,” which is used to determine the level of federal IDEA funding made available to States. Persons desiring to comment on the subject matter of this proposed rulemaking should attend the hearing scheduled at OSSE in the Third Floor-Grand Hall on September 18, 2013, at 2:00 p.m. to 3:30 p.m., or should file comments in writing by email to Jamai.Deuberry@dc.gov with the subject line “Attn: Jamai Deuberry, IDEA Child Count”, or by mail or hand delivery to Office of the State Superintendent of Education Attn: Jamai Deuberry re: “IDEA Child Count Regulations” 810 First Street, NE 9th Floor Washington, DC 20002 or both, not later than thirty (30) days after the date of publication of this notice in the D.C. Register. Copies of the proposed rule are available by contacting Ms. Deuberry at (202) 727-6436 or on the Office of the State Superintendent of Education’s website at www.osse.dc.gov.

REMINDER! Register Today for the SEDS LDA Level 2 Course Trainings

DSE is pleased to announce the release of the 2013 LEA Data Administrator (LDA) Level 2 course. All LEAs are required to have at least one (1) representative (two preferred) complete all five (5) professional development modules for this course. To attend the 2013 LDA Level 2 course, you must complete the Level 1 LDA course in-person or online. If you have not had an opportunity to complete the Level 1 LDA course, please visit the SEDS Resource Site and click on [SEDS Videos](#) to register for the course. The 2013 LDA Level 2 course is divided into five (5) modules that will span over the first five (5) months of the 2013-2014 school year. The first module consisted of in-person training and the remaining four (4) modules will be delivered via online courses. Upon completion of all five (5) modules, attendees will receive a certificate of completion and be awarded 11 Professional Learning Units (PLUs). Below, are the dates and times of each course, please review and register for the remaining modules by clicking on the links provided.

Click on the name of the course to register for Module 2–5 trainings.

COURSE NAME	DATE	TIME
2013 LDA Module 2	Wednesday, September 25	10:00 a.m. – 12:00 p.m.
2013 LDA Module 3	Wednesday, October 23	10:00 a.m. – 12:00 p.m.
2013 LDA Module 4	Wednesday, November 20	10:00 a.m. – 12:00 p.m.
2013 LDA Module 5	Wednesday, December 18	10:00 a.m. – 12:00 p.m.





Division of Wellness & Nutrition

NEW! District of Columbia 'Education Built to Last' Green Ribbon Schools Tour, September 25

The District of Columbia 'Education Built to Last' Green Ribbon Schools Tour sponsored by the U.S. Department of Education (ED) and OSSE will take place on Wednesday, September 25. ED's Green Ribbon Schools (EDGRS) program is the first comprehensive federal initiative to recognize and learn from sustainable schools. The tour will visit three (3) DC Green Ribbon Schools: **Washington Yu Ying PCS, Woodrow Wilson HS, and Sidwell Friends School**, and will include a listening session at Woodrow Wilson HS.

Please download the [agenda](#) for a full schedule of the day's events. We hope that you will be able to join us for all or some components of the tour. Representatives from federal and local education agencies, as well as interested community members, will be in attendance. If you are planning to attend the Sidwell Friends leg of the tour, please provide your full name to [Sam Ullery](#) by 5:00 p.m. on Monday, September 23.

REMINDER! Healthy Schools Act Art & Essay Contest, Deadline October 4

LEA leaders, please spread the word about the Healthy Schools Act Art & Essay Contest. This is an opportunity for students to showcase their schools' efforts to promote health and wellness. Students may submit an essay, poem, drawing, painting, original photograph, or video. All participating schools will receive a plaque and all winning entries will be displayed in the historic Wilson Building. First and second place winners in each grade category (K-2, 3, 5, 6-8, and 9-12) will also win money for their school and a Modell's gift card for the students. Students in grades 6-12 can also enter a t-shirt design competition. [Full contest details](#) are available on the OSSE website or by contacting [Brittany Oberdorff](#). Please post the attached [flier](#) in your school's front office.

REMINDER! Register Today for the Lunch and Breakfast Meal Pattern Training Hosted by the National Food Service Management Institute, October 30

School food authorities and vendors are invited to attend the Lunch and Breakfast Meal Pattern Training hosted by The National Food Service Management Institute on Wednesday, October 30 from 8:30 a.m. to 4:00 p.m. at OSSE, 810 First Street, NE, Third Floor Grand Hall Side A. This training provides an overview of the lunch and breakfast meal pattern and focuses on food-based menu planning required for the National School Lunch Program. Various group activities support each of the lesson topics. Note: This training **does not** discuss certification of compliance with meal requirements or the six (6) cents per lunch rule. Lesson topics include:

- New Meal Pattern
- Vegetable Subgroups
- Whole Grain-Rich Foods
- Meal Components and Menu Planning
- Calorie Range for Breakfast and Lunch Menus
- Dietary Specifications for Sodium, Saturated Fat, and Trans Fat
- Offer Versus Serve (OVS)

Please send your RSVP by email to [Noni Robinson](#).





Division of Wellness & Nutrition (Continued)

REMINDER! Growing Healthy Schools Week, October 20 – 26

[Growing Healthy Schools Week](#) celebrates **school gardens** and **farm to school** programs throughout the District. During the week, school staff work with local non-profits, farms and chefs to coordinate inspiring activities aimed at engaging students in a conversation about seasonality, plant cultivation, and nutrition. The registration deadline is Friday, October 11, so get your classroom or school [registered](#) today!

REMINDER! Apply for the Second Annual Best School Garden Award 2013: Applications Due September 27

The District is home to over 90 active school gardens found in public, private, and public charter schools in all eight (8) Wards. These gardens are inspiring spaces that engage students of all ages across all subjects using innovative teaching strategies. But who has the best school garden in DC? The 2013 Best School Garden Award (*Best New Garden* and *Best Sustained Garden*) will be awarded to four (4) schools. The winner of each category will receive a golden shovel to display in their garden, a banner, a spotlight on the [DC Schoolyard Greening](#) website and will be featured in the Growing Health Schools Week School Garden Bike Tour. Click [here](#) for the application materials and more information.

Office of Data Management

NEW! Register Today for the SLED New and Existing User Training, September 18, 19, and 25

The Office of Data Management will host three (3) Statewide Longitudinal Education Data (SLED) System training sessions for new and existing SLED users on the following dates:

- **Wednesday, September 18 – 1:00 p.m. - 3:00 p.m.**
- **Thursday, September 19 – 10:00 a.m. - 12:00 p.m.**
- **Wednesday, September 25 – 1:00 p.m. - 3:00 p.m.**

All training sessions will take place at OSSE, 810 First Street, NE, Third Floor Training Lab. To register for one (1) of the training sessions, please send an email message to SLED.info@dc.gov.

NEW! Register Today for the SLED Document Exchange Webinar, September 18 and 19

The Statewide Longitudinal Education Data System (SLED) Release 2.2 includes document exchange functionality that allows users to upload educational records in SLED for the purpose of resolving the duplicative enrollment of DCPS & Public Charter students. Duplicative enrollments occur as a result of a student being enrolled in more than one school simultaneously. The school in which the student is currently enrolled may upload attendance, enrollment and other documents to confirm that student's enrollment. A SLED Document Exchange Quick guide has been posted in SLED under the Library tab.

- [SLED Document Exchange Webinar I – Wednesday, September 18, 10:30 a.m. - 11:00 a.m.](#)
- [SLED Document Exchange Webinar II – Thursday, September 19, 1:00 p.m. - 1:30 p.m.](#)





Office of Data Management (Continued)

NEW! 2013-2014 DC CAS Alt Registration

The District of Columbia Comprehensive Assessment System Alternate (DC CAS Alt) is a portfolio assessment given to students with the most significant cognitive disabilities and who are unable to participate in the general assessment (DC CAS) even with accommodations and/or modifications. Potential DC CAS Alt students must be registered by Friday, October 18, 2013. For additional information, please contact [Michelle Blakey-Tuggle](#) or visit <http://osse.dc.gov/service/dc-cas-alt-participation-criteria-and-forms>.

NEW! Registration Available for DC CAS Alt Fall Portfolio Administrator Training, September 26 and 27

OSSE is pleased to deliver a new training designed for new and veteran DC CAS Alt Administrators.

- **Thursday, September 26 (8:30 a.m. -3:00 p.m.) New Administrator Training (0-3 Years' Experience Administering DC CAS Alt)**
 - The new administrator training will provide guidance on how to develop a DC CAS Alt Portfolio; an overview of the scoring criteria for the DC CAS Alt; an overview of DC CAS Alt Composition; examples of sample passages, and strategies for composition instruction, an overview of the Individual Score Report; how to interpret the form to parents; an explanation of the condition codes; and implications for instruction.
- **Friday, September 27 (8:30 a.m. - 2:00 p.m.) Veteran Administrator Training (4+ Years' Experience Administering DC CAS Alt)**
 - This veteran administrator training will provide participants with guidance on developing a DC CAS Alt Portfolio; an overview of the Individual Score Report; an explanation of the condition codes, implications for instruction; an overview of what's new in 2013-2014; and strategies for DC CAS Alt Composition instruction.

Seating is limited to 60 participants per training. Click [here](#) to register.

Registration will close Monday, September 23. A registration confirmation will be sent by Tuesday, September 24. **WebEx information will be provided for those that are unable to attend in-person.**

Please contact [Michelle Blakey-Tuggle](#) for additional information.

NEW! New LEA Support Model for 2013-2014

As announced via the LEA monthly data meeting on August 29, 2013, OSSE is transitioning to a new LEA support framework—the LEA Inquiry Team Model. This model is designed to provide LEAs with a "one-stop shop" for receiving support tailored to meet their needs. The Office of Data Management and the Division of Specialized Education are launching the model, which is intended to expand as other divisions join the effort. In this model, staff from different practice areas will support an assigned group of LEAs. These teams are supported by a primary point of contact (POC), who, in consultation with a secondary POC, will route both data and practice/policy questions to pre-designated resources assigned to support specific LEAs via LEA "Inquiry Teams."



Office of Data Management (Continued)

This process is designed to ensure that LEAs receive timely and robust answers to their questions. The second function of the model is to proactively review data for LEAs to design targeted assistance that supports performance improvement. For example, if data shows that particular LEAs are experiencing challenges within an area of practice, OSSE may offer targeted technical assistance or link the LEAs to others that may be having success for consultative purposes. In addition, if questions on a particular topic are received in the OSSE Support Tool by more than one LEA, this will indicate a need for OSSE to create and post state-level guidance. LEAs should use the new OSSE Support Tool, released on August 16, 2013, for all inquiries. While many LEA special education representatives have already received training on the use of this tool, OSSE will be providing additional guidance to other LEA personnel. Each LEA will be contacted by its designated POCs to provide further details regarding the model and will also be available to answer any questions LEAs may have at that time.

The Office of Data Management and Division of Specialized Education look forward to collaborating with LEAs to fine tune this new approach, which is intended to provide high quality support designed to meet LEA needs. If you have any questions, please do not hesitate to contact Jeffrey Noel, Director of Data Management by email at Jeffrey.Noel@dc.gov, or Amy Maisterra, Assistant Superintendent, Division of Specialized Education, by email at Amy.Maisterra@dc.gov.

NEW! Registration Open for Content and Bias Review, September 24 and 25

The Content and Bias Review (CBR) for the DC CAS, facilitated by DC CAS vendors CTB/McGraw Hill, will take place on Tuesday, September 24 and Wednesday, September 25. This workshop will review new items for content accuracy and appropriateness, verify alignment to standards to be assessed, and review items with regard to any bias or sensitivity issues which may create an advantage or disadvantage for certain student subgroups. The CBR is open to math, reading, science and health teachers, and instructional coaches familiar with the Common Core State Standards and/or DC content standards. Participants are expected to attend both days. Breakfast, lunch, snacks, and substitute costs will be covered.

To register, please visit <https://www.surveymonkey.com/s/GBLN87T>. **Registration is required and seating is limited.** Registrants will receive a confirmation email message with additional details. Please contact [Jessica Mellen Enos](#) with any questions.

NEW! Registration Open for Guide to Test Interpretation Training, September 26 and 27

The annual Guide to Test Interpretation Training, facilitated by DC CAS vendors CTB/McGraw Hill, will take place on Thursday, September 26 and Friday, September 27. This workshop is designed to provide general information about the DC CAS, how the results are reported, and what the results mean. The GTI is open to principals, data managers, instructional coaches and designees, and will take place at the Hilton Garden Inn-Washington DC/US Capitol. Registration is required and seating is limited. Registrants will receive a confirmation email message with additional details. Please contact [Jessica Mellen Enos](#) with any questions.

To register, please visit <https://www.surveymonkey.com/s/BJBSB6D>.





Office of Data Management (Continued)

FINAL NOTICE! PARCC Field Test Participation, September 18

During September 4-6, LEAs and schools randomly selected by the vendor for inclusion in the spring 2014 PARCC field test received notification from Pearson of their inclusion and further details about the field test. LEAs will have until Wednesday, September 18 to respond to Pearson (details included in the letter). Please note that the sampled classrooms listed in the notification will be included in the field test by default if a response is not provided. Any questions about the field test notification or process should be directed to [Jessica Mellen Enos](#).

REMINDER! English Language Learner (ELL) Identification Guidance

OSSE will be providing a webinar and resources for LEAs on the identification of ELL students within the next two (2) weeks. If you are interested in attending the webinar or receiving these resources when they become available, please email [Michelle Blakey-Tuggle](#) or [Jessica Mellen Enos](#).

REMINDER! Phase II: Staff Data Collection

Phase II of the annual staff data collection for federal reporting is underway, focusing on evaluation and retention. Please note that the process has been modified from previous years to include additional requirements, and will involve Pre-K-12 staff and Early Childhood Providers who are funded via the UPSFF.

For more information, please contact [Jessica Mellen Enos](#).

REMINDER! PARCC Technology Guidelines for Online Assessments

The Partnership for Assessment of Readiness for College and Careers (PARCC) has released technology guidelines for the online assessments for the 2014-2015 school year. Please click [here](#) to access PARCC's latest technology recommendations and resources.

For questions related to the guidelines, please call the OSSE Help Desk at (202) 719-6500 and select option 3. OSSE will continue to provide guidance on preparing for PARCC assessments in upcoming editions of the *LEA Look-Forward*.

REMINDER! Amended AMAO Targets for the District of Columbia

OSSE submitted a request to the U.S. Department of Education (ED) to amend the Title III portion of the State's Consolidated State Application under section 9302 of the Elementary and Secondary Education Act of 1965, as amended (ESEA). Under Title III, states are required to use three Annual Measurable Achievement Objectives (AMAOs) to make annual determinations for all public and charter LEAs that receive Title III funds.

The OSSE proposed AMAO 1 targets did not meet the accountability requirements for SEAs under Title III. Based on technical assistance from ED, the District of Columbia AMAO targets were revised to reflect an annual increase in all AMAO targets. The 2013 targets for AMAO 1 Progress and AMAO 2 Attainment will be based on the results of the spring 2013 administration of ACCESS for ELLs®. AMAO 3 (AMO) outcomes are determined by DC CAS results. For more information on 2013 AMOs, please visit <http://osse.dc.gov/accountability>.





Office of Data Management (Continued)

Cohorts K-12: LEP students in grades K-12

ENGLISH LANGUAGE PROFICIENCY TARGETS	PERCENT OR NUMBER OF LEP STUDENTS MAKING PROGRESS IN ACQUIRING ENGLISH LANGUAGE PROFICIENCY	PERCENT OR NUMBER OF LEP STUDENTS ATTAINING ENGLISH LANGUAGE PROFICIENCY
2012-2013 School Year	61%	16%
2013-2014 School Year	62%	17%
2014-2015 School Year	63%	18%
2015-2016 School Year	64%	19%
2016-2017 School Year	65%	20%

REMINDER! LEA Contact Information

OSSE is reaching out to LEAs to update OSSE's LEA Contact List for the 2013–14 school year. LEAs should provide the appropriate names, titles and contact information for the following contact types:

- Data Manager
- Finance/Grants Manager
- Special Education Data System Trainer
- Special Education Coordinator
- Head of School
- SEDS Team Leader
- SEDS Data Administrator
- Enrollment Auditor
- Homeless Liaison
- LEP Coordinator
- Assessment Specialist
- Information Technology Manager

To facilitate this process, OSSE has created an [online form](#) for LEAs to use when submitting contact information. LEAs may input new information all at once, or revisit the form to add additional information at any point during this process.

For assistance with this process or the form, please contact [Jessica Mellen Enos](#).

Office of Grants Management and Compliance

NEW! Registration Now Open for the Federal Grants Management Conference, September 27

The Office of the State Superintendent of Education (OSSE) is hosting the Federal Grants Management Conference for Local Education Agencies (LEAs) to learn about federal grants. The Conference will cover many topics, including the following:





Office of Grants Management and Compliance (Continued)

1. Federal Funding Updates for FY 2014
2. Local Funding Updates and Issues
3. Internal Controls for Financial Management System and Allowable Costs
4. Time and Effort
5. Cash Management
6. Procurement and Inventory Controls
7. Monitoring and Pass Through Responsibility and Preparing for Audits

In addition, participants will have the opportunity to network with LEA professionals from all over of the District! The event will be held at the Marriot Wardman Park, Friday, September 27, from 8:00 a.m. - 3:30 p.m. Breakfast and lunch will be served.

Registration closes Friday, September 20. Register [here](#). For more information, please contact [Jessica Rodriguez](#).

REMINDER! DC OSSE Consolidated List of Federal Grant Programs Impacted by Sequestration

Please visit the [OSSE website](#) for information pertaining to the 2013-2014 allocations for LEAs in Washington, DC. To learn more about the impact of sequestration regarding federal grants, click [here](#). If you have any questions or concerns, please contact [Cedric Thompson](#). Please visit <http://www.bruman.com/index.php/sequestration-resources/> to access additional guidance on sequestration.

REMINDER! FY 2013 Federal Grant Closeout Deadlines

The following deadlines will be strictly enforced.

DEADLINE	ACTION
Monday, September 30	Last day to obligate funds
Friday, November 15	Last day to submit reimbursement workbooks

